



Report of the Executive Committee (EC) Meeting
of the Board of Trustees of the Utah Transit Authority (UTA)
Monday, April 13, 2015
FrontLines Headquarters, 669 West 200 South, Salt Lake City, UT

Attending:

David Burton, Chair

Chris Bleak, Vice Chair

Jeff Hawker, Finance and Operations Chair

Robert Hunter, Stakeholder Relations Chair

Charles Henderson, Planning and Development Committee Chair

Chair Burton called the meeting to order at 12:08 p.m. with five committee members present. He then yielded the floor to Dave Goeres, UTA Chief Safety Officer, for a brief safety message.

Stakeholder Relations Committee (SRC)

Trustee Hunter indicated attendees at the SRC meeting held on Wednesday, April 8, 2015 had discussed:

1. Policies Previously Approved in the February Meeting
 - a. Policy 1.4.1a – Property Acquisition.
 - b. Policy 1.4.1b – Property Encumbrance.
 - c. Policy 1.3.4 – Quality Transportation.
 - d. Policy 2.2.2 – Property.
 - e. Policy 3.1.1 – Linkage Among the Board, the Authority, and Its Personnel.These policies were forwarded to the board agenda by motion in the February EC meeting.
2. Policies Previously Approved in the March Meeting
 - a. Executive Limitations Policy 2.1.1 – GM Global Limitations.
 - b. Executive Limitations Policy 2.1.8 – Service Stabilization Fund.

c. Board Policy 4.3.2 – Media Relations.

These policies were forwarded to the board agenda by motion in the March EC meeting.

3. Executive Limitations Policy 2.5.4 – Communication with Governing Councils. The policy was reviewed. A motion to forward Executive Limitations Policy 2.5.4 to the board agenda was made by Trustee Hunter and seconded by Trustee Henderson. The motion carried by unanimous consent with five aye votes.

Trustee Hunter requested that an abbreviated version of the presentation given in Stakeholder Relations Committee on the results of a customer benchmarking survey be given at the board meeting. Chair Burton concurred and asked that the information item be added to the board agenda.

Finance and Operations Committee (FAOC)

Trustee Hawker indicated attendees at the FAOC meeting held on Wednesday, April 8, 2015 had discussed:

1. December 2014 Performance Dashboard and Financial Statements.
 - a. This item was reviewed and forwarded to the board agenda in the March EC meeting.
2. January 2015 Performance Dashboard and Financial Statements.
 - a. This item was reviewed and forwarded to the board agenda in the March EC meeting.
3. February 2015 Performance Dashboard and Financial Statements.
 - a. The dashboard and financial statements were reviewed. A motion to forward the February 2015 performance dashboard and financial statements to the board agenda was made by Trustee Hawker and seconded by Trustee Hunter. The motion carried by unanimous consent.
3. Year-End Report on Performance Goals.
 - a. Trustee Hawker indicated that the FAOC forwarded the performance goals to the EC for determination of an appropriate course of action. Discussion ensued. Following the discussion, a motion for 1) the PADC to determine a percentage-based weighting for achievement of the 2014 performance goals, 2) the FAOC develop a policy on how to determine performance goal achievement from 2015 forward, and 3) the year-end performance report be added to the board agenda was made by Trustee Henderson and seconded by Trustee Hawker. The motion carried by unanimous consent.
4. Auditor Selection Criteria.
 - a. Trustee Hawker indicated that the FAOC recommended a Request for Proposal be issued for external financial and pension audits. A motion to move the auditor selection criteria to the board agenda was made by Trustee Hawker and seconded by Vice Chair Bleak. The motion carried by unanimous consent.
5. Annual Compliance Safety Report.
 - a. This item was reviewed and forwarded to the board agenda in the March EC meeting. During the April EC meeting it was requested that an abbreviated version of the report be delivered in board meeting as part of the safety first minute.

Planning and Development Committee (PADC)

Trustee Henderson indicated attendees at the PADC meeting held on Wednesday, April 8, 2015 had discussed:

1. 2015 Goals – Customer Satisfaction Indicators.
 - a. Trustee Henderson summarized the customer satisfaction indicators. A motion to forward the indicators to the board agenda to be included as part of the 2015 goals was made by Trustee Henderson and seconded by Vice Chair Bleak with a stipulation that an explanation of the customer satisfaction indicators be included in the board packet. Prior

to voting on this motion, the EC also discussed the final board goals (see Action Items 2). A substitute motion was made under Action Items 2 which addressed the customer satisfaction indicators.

Action Items

1. Approval of March 16, 2015 Meeting Report.
 - a. A motion to approve the March 16, 2015 meeting report was made by Vice Chair Bleak and seconded by Trustee Henderson. The motion carried by unanimous consent.
2. R2015-03-04 – Final Board Goals.
 - a. During the March EC meeting a motion to accept \$4.01 as the IPR for the current calendar year was made by Trustee Henderson and seconded by Vice Chair Bleak. The motion carried by unanimous consent. The resolution was forwarded with this change to board agenda in the March EC meeting; however, during the March board meeting the topic was deferred to the April meeting. During the April EC meeting, a substitute motion to forward the final board goals including an IPR goal set at \$4.01 and a goal reflecting the addition of three customer satisfaction indicators to the board agenda was made by Trustee Henderson and seconded by Vice Chair Bleak. The motion carried by unanimous consent.

Closed Session.

Chair Burton indicated there was a matter to be discussed in closed session. A motion to move into closed session was made by Trustee Hunter and seconded by Trustee Henderson. The motion carried by unanimous consent and the EC moved into closed session at 12:54 p.m.

Open Session.

A motion to return to open session was made by Trustee Henderson and seconded by Trustee Henderson. The motion carried by unanimous consent and the EC returned to open session at 1:12 p.m.

Action Taken Regarding Matters Discussed in Closed Session.

A motion directing the general counsel to prepare a changes in the UTA Bylaws prior to the April 2015 board meeting to reflect a new board committee structure including a Stakeholder Relations Committee, a Planning and Development Committee, a Finance Committee, an Operations Committee, and an Audit Committee was made by Vice Chair Bleak and seconded by Trustee Henderson. The motion carried by unanimous consent.

Other Business.

No other business was discussed.

Board Coordination.

Upcoming calendar items were briefly reviewed.

Set Board Meeting Agenda.

The board agenda was set as outlined in the EC meeting.

Adjourn.

The meeting was adjourned at 1:16 p.m. by motion.

Transcribed by Cathie Griffiths
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